

Personnel 5

DD/S 68-2324

MEMORANDUM FOR: Director of Finance

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SUBJECT : [redacted]

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REFERENCE : Memo dtd 8 Sept 67 from D/Fin to Exec Off/DD/S.
same subject

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1. In referent memorandum you deferred consideration of Mr. [redacted] [redacted] to become an SF careerist until such time as he had completed "at least one year" of accounting instruction. I have reviewed Mr. [redacted] record and believe it is now time to place him in a career field where he can compete and come under the career management of a suitable career service. Mr.

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[redacted] has served with the Agency since March 1964 and has been a GS-06 since January 1966. You may recall that Mr. [redacted] married a foreign national in 1967 but was retained as a staff employee with the proviso that he be transferred from the Plans Directorate to the Support Services. This was concurred in by the then Assistant Deputy Director for Support based on [redacted] demonstrated ability in financial records activity as attested by his ratings of Strong for both Class B and C accounting systems.

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2. Mr. [redacted] is an intelligent, well-groomed young man who has expressed an interest in the Finance Career Service. He is enrolled at Benjamin Franklin University where he will soon complete his second semester. Because of his potential in the Support Services, his present supervisor has given him permission to take three hours annual leave each day beginning in July to permit him to take almost a full course load during the summer semester.

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3. I am concerned that Mr. [redacted] is not now in a position which will enable him to compete and believe he should be assigned to a career service where he can begin moving up the career ladder.

4. Will you please review your staffing and advise me if there is some position to which you could assign him with a concurrent change of service designation.

John W. Coffey
Assistant Deputy Director
for Support

Att:

Official Personnel Folder

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